

## **SCHEDULE 25**

### **SPECIAL EVENT**

1. In addition to the licensing requirements set out in section 4 of this By-law, an Applicant for a Special Event Licence shall supply the following:
  - a) for a Class "A" licence:
    - i. Fire Approval;
    - ii. Proof of Insurance; and
    - iii. Animal Services Provider Approval, if Animals are involved
  - b) for a Class "B" licence:
    - i. The documents listed in section 1a) above; and,
    - ii. Health Approval, if applicable.
2. Other than those establishments identified in section 3, below, a "Class A" Licence is required for all Special Events.
3. A Class "B" licence shall be required for the following:
  - a) a Special Event with Food Trucks and Refreshment Vehicles; and
  - b) Aa Special Event that includes the sale of Food, Food Products, or Refreshments.
4. Every Special Event Licensee shall:
  - i. have written permission of the owner of the private property consenting to the use of their property;
  - ii. provide a description of all merchandise, food, goods, or services offered;
  - iii. provide a list of all vendors attending the event, if applicable;
  - iv. provide proof of Registered Charity status or Neighbourhood Association status, where applicable;
  - v. provide evidence of authorization pursuant to the *Technical Standards and Safety Act*, 2000, for each ride that is part of the Special Event;
  - vi. keep the grounds and premises in good order; and
  - vii. ensure there are satisfactory washroom facilities, refuse receptacles, and security measures in place.

5. No Special Event Licensee shall:

- a) permit amplified noise that contravenes Chapter 450 of The City of Kitchener Municipal Code unless an exemption has been granted by Council or the Director of By-law Enforcement; or
- b) sell or offer to sell goods or services other than those goods or services identified in the Licence.

6. All Special Events or parts thereof shall cease operating not later than 11:30 p.m. each day of the event, and the grounds shall be completely cleared of all public patrons within one hour after the closing hour of 11:30 p.m.
7. The provision in section 6 above shall not apply to any Special Event where the Licensee has been issued a liquor licence from the Alcohol and Gaming Commission of Ontario.